

**IDAHO STATE PUBLIC WORKS CONTRACTORS
LICENSING BOARD MEETING
NOVEMBER 7, 2005**

**Minutes of the November 7, 2005 Meeting of the
Idaho State Public Works Contractors Licensing Board**

*Note: The following report is not intended to be a verbatim transcript of the discussions at the meeting,
but is intended to record the significant features of those discussions*

The November 7, 2005 meeting was called to order by Chairman Bennion at 9:00 a.m. Mr. John McAllister, newly appointed Administrator for the Division of Building Safety was introduced to Board.

BOARD MEMBERS: David Bennion, Bob Beer, Terry McEntee, Mike Wood, Dick Anderson

DIVISION OF BUILDING SAFETY STAFF: John McAllister, Administrator; Marsi Woody, Deputy Administrator; Steve Keys, Building Bureau Chief; Jean Frenette, Program Manager; Renee Bryant, Administrative Assistant/Recorder, Kay Christensen, Deputy Attorney General

GUESTS: Phil Bassick, Tri State Electric

SEPTEMBER 19, 2005 BOARD MEETING MINUTES: Mr. Beer made a motion to accept the September 19, 2005 Public Works Contractors Licensing minutes with Mr. Anderson seconding. All in favor, motion carried.

VACANT BOARD POSITIONS: Board discussed current and future vacancies, position types, applicants (briefly), length of terms and geographic representation. Mr. McAllister to forward Board recommendations to Governor's office for consideration.

AGENCY POSITIONS: Two vacant positions, currently allocated to Public Works Contractor's License Bureau, to be utilized throughout the Agency. Additional positions have been requested in budget. If/when new positions are approved, if there is a need in Public Works and if the fee increases are approved, Agency to shift positions back to Public Works in July 2006.

OUTREACH EDUCATION: Agency has met and will continue to meet with associations, school districts, city and county officials to distribute brochures and business cards. One to two days a week, for the first three to four months, will be allocated for traveling and discussing the Program.

SPECIALTY LICENSES: Mr. Bassick, Tri-State Electric, addressed electrical related Public Work's licenses and their descriptions. A lengthy discussion pursued on the definition of "apparatus" and boundaries of license types.

Mr. Frenette briefly touched on his suggested changes to license type 16000, "Electrical". Mr. Anderson to meet with Electrical's board chairman to discuss Public Works Type 4 Specialty license, i.e., removing appliance, defining apparatus. This topic to be added to the next agenda and addressed at that meeting.

DOCKET NO. 07-0501-0501 ADOPTION OF PENDING RULE: Description of rule included in packet for informational purposes only. Discussed bonding letters as an alternative for verifying company/person's financial worth. Deputy Attorney General Christensen to write an analysis of what the law is and what the Board's requesting on the alternative of indemnification.

LICENSING APPLICATION FORMS: Housekeeping issue, i.e., adding/deleting staff on front cover, correcting spelling. All categories in alpha rather than numerical order.

LICENSE/REVENUE COMPARISON – OCTOBER 2004-2005: Compared licenses and revenue from a year ago to current...licensing down ten percent, revenue up.

PUBLICATION – “NEW LEGISLATION GUIDE”: The Bureau to mail publication to Public Works Contractors, with Association of Idaho Cities and Public Works city/county officials. Distributing to local governmental entities and other interested parties.

CURRENT INVESTIGATIONS: No open cases at this time. No complaints, telephone compliance or infractions either.

CRITERIA FOR PUBLIC WORKS LICENSE: Bureau continuing to formulate license criteria. Additional information to be discussed at future meetings.

2006 MEETING DATES: January 9th; February 6th (Tentative); March 6th (Tentative); April 3rd; July 10th and October 2nd. (Meetings held the first Monday of the scheduled month, unless otherwise stated.)

FEE INCREASES: Proposed legislation, as approved by Board, has been submitted for the 2006 Legislative Session.

Mr. Beer made a motion to adjourn the Public Works Contractors License Board meeting. Mr. Wood seconded. The motion was approved by unanimous vote and the meeting adjourned at 10:50 a.m.

STEVE KEYS
BUILDINGS BUREAU CHIEF

DATE

JOHN MCALLISTER
ADMINISTRATOR

DATE

DAVID BENNION, CHAIRMAN
PUBLIC WORKS CONTRACTORS LICENSE BOARD

DATE